

# Evergreen Fire District Board of Trustees Meeting

## Agenda

Special Board Meeting of July 22, 2019 – 6:00 pm

### **CALL MEETING TO ORDER:**

Vice Chairman DePaul established there is a quorum and meeting is called to order at 6:02

### **TRUSTEES PRESENT:**

Jack Fallon  
Tony Brockman  
Randy DePaul

### **TRUSTEES ABSENT:**

Chairman Verworn  
Kyle Nace

### **RECOGNIZE PUBLIC IN ATTENDANCE:**

Fire Chief Craig Williams  
Fire Marshall Ben Covington

### **PUBLIC COMMENT:**

*At this time, public may comment on any public matter that is not on the Agenda of the Meeting and that is within the jurisdiction of the District.*

*(none)*

### **PAST ITEMS/UPDATES:**

#### **1. Budget Approval for 7204/9428**

Fallon states the language should include that the 'non voted levy will be adjusted downward to account for the increased taxable value so total levy of non-voted and voted does not exceed the District's anticipated need of \$650,000 in the current year and adjusted in future years to increase approximately 3% per year.' Fallon suggests corrections in verbiage to the resolution(s) to read, 'WhereAs voters passed a 10 year 37.72 mill levy approximating \$652,000 of revenue in the first year [add date levy was passed]' mills and another correction to the 4<sup>th</sup> 'WhereAs' reading '12.54 mills approximating \$210,000 in the first year'. Fallon states both levies (voted and non-voted) were broken out to see what kind of revenue was generated from the voted levy which is the amount that would be readjusted. Fallon states there may be need for another special meeting around the 26<sup>th</sup> of August to do a formal approval of everything that is sent back from the County with changes which is different than how it has been done in the past due to new procedures. He states language for the Ambulance Fund (9428) can read; "The governing body may authorize adjustments to appropriations funded by fees throughout the budget period (and publicize fees)" (MCA 7-6-4012). "The governing body shall show cause and notice of a public hearing on the preliminary or amended budget to be published (7-6-4021). Publication (MCA 7-1-2221).

7204 requires adding the date the levy was passed to the verbiage of the "WhereAs" along with approximate amount and voted mills and identify the transfer to 7250 of approximately 12.54 mills/\$210,000.

*Motion; Fallon to approve the budgets for 7204 with changes in verbiage to those stated in discussion; second; Brockman; vote; unanimous by quorum in attendance, motion carries.*

Regarding 9428; Fallon states the line item showing transfer of \$800,000 from 9428 to 7204 needs to be deleted so that amount money stays in to cover expenditures. If it is a health insurance costs then pay half the costs from 7204 and other half of costs from 9428 or another example is to pay health and retirement from 7204 and wages paid from 9428 in order to track the costs of health insurance and retirement as asked for in the levy but leave payroll the way it is currently being done.

Fallon suggests including 7207 if/when the accounts are combined. He suggests that the District continue with the accounts the way they are until July 1<sup>st</sup> of 2020 to ensure the changes can and will run smoothly.

Chief Williams states that Ashley (Stahlberg accountant) says that the new QuickBooks software will allow combining the accounts with the ability to run separate balance sheets for auditing purposes. Fallon states that the District is trying to balance auditing to operations and trying to let the taxpayers know how the District is spending their money. Trustees agree that more research needs to be done regarding combining the accounts and a meeting with Stahlberg will be sought.

*Motion; Fallon to approve 9428 Ambulance Account less the \$800,000 transfer to 7204 and that the expenditures reflect that; Motion dies for lack of a second. (More discussion of the same follows)*

*Motion; Fallon to approve 9428 Ambulance Account less the \$800,000 transfer to 7204 and that the expenditures reflect that; Second; Brockman; vote; unanimous by quorum in attendance, motion carries.*

## **PROPOSALS:**

*(none)*

## **RESOLUTIONS:**

### **1. Resolution 2019-14 Relating to General Obligation Refunding Bonds**

Fallon states the Board needs to adopt the resolution pertaining to the issuance and private negotiation for the refinance of the District.

*Motion; Fallon to approve Resolution 2019-14 Relating to the general obligation refunding bond series 2019 authorizing the issuance and private negotiated sale thereof; Second; Brockman; vote; unanimous by quorum in attendance, motion carries.*

### **2. Resolution 2019-15 Approving Policy Change to Reflect FLSA Exemption**

Chief Williams distributes a document that shows all established employment classifications with the exception of Fire Chief, Fire Marshall and Inter-facility personnel. The 28 day pay period will go into effect August 4<sup>th</sup>, 2019. The only overtime paid will be after an employee exceeds 216 hours in a 28 day period. It allows personnel to work 8 hours more than what they are currently able to work due to very limited overtime. Personnel will be notified two weeks prior before going into effect (the 30 day clause regarding employee notification was left out of the policy manual). Once the resolution is signed the attorney will submit the document to the State and the State will send back a certificate or document honoring it.

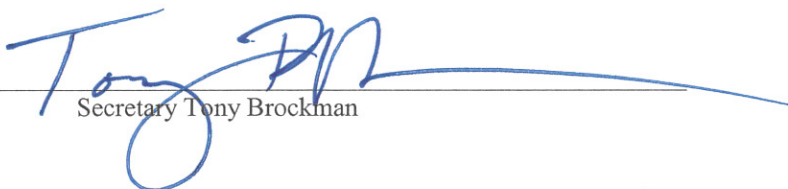
*Motion; Fallon to approve Resolution 2019-15 related to the FLSA and fire district to establish work periods of a maximum of 28 consecutive days where an employee can work up to 216 hours during a 28 day period without the District incurring overtime and contingent upon 'fire protection activities' includes EMS activities and as define in State Fire District Statutes; Second; Brockman; vote; unanimous by quorum in attendance, motion carries.*

## **Adjourn.**

*The President of the Board of Trustees, as presiding officer of any meeting of the Board of Trustees, may close the meeting during the time the discussion relates to a matter of individual privacy; and, then, if, and only if, the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains; and, in that event, the meeting must be open.*



Chairman Brodie Verworn or Vice Chair Randy DePaul



Secretary Tony Brockman